



**APHIS Partnership In Education
Headquarters & Field Outreach
Participation Form**

2004-2005 School Year

[http://www.aphis.usda.gov/mb/mrphr/4630sdsf.html#introduction.](http://www.aphis.usda.gov/mb/mrphr/4630sdsf.html#introduction)

Employee Name: _____

Employee Work Address: _____
(please include Program
and unit number) _____

Phone Number: _____

Name & Address of School: _____

Name of School's _____
Volunteer Coordinator & Phone Number

Frequency of Visits: Weekly _____ Bi-Weekly _____ Other; Please explain _____

Type of Volunteer Effort: Mentor One-on-One _____ Tutor One-on-One _____
Tutor Multiple Students _____ Teacher's Aide _____
Other; Please explain: _____

Number of Students: _____ (Please estimate the number of children you will work with -- we will track this at the end of the school year as it relates to our pledge to America's Promise.)

Grade(s) of Students (e.g., 5th grade): _____

I have discussed this with my supervisor and he/she concurs with my participation --

Supervisor's Name (Printed): _____

Supervisor's Signature & Date: _____

**After completing this form, please return this and
a Memorandum of Understanding with your school
(unless you have submitted one for your school in past years) to:**

**Carmen Queen-Hines
MRP Business Services, Human Resources Division
4700 River Road, Unit 21, Suite 6D42
Riverdale, MD 20737
FAX 301-734-5100**

